FOR MYSORE STATE

Agri (195 5) Department.

Ms SERIES.

G.O. No. 377

Dated 11.2.55

Passed
by
Supdt

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[Despatch Abstract.]

Estt.- Fisheries - Office of the A.D.F., Mangalore -
Posts of one Upper Division Clerk and one Attender -
Further continuance - sanctioned.

Department of Industries and Commerce.

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From
Sri T.K.Palaniappan, M.A., I.A.S.,
Director of Industries & Commerce
Chepauk, Madras-5.

To
The Secretary to Government,
Agriculture Department,
Fort St.George, Madras.

Ref.No.113482 C3/54 dated 19-1-55.

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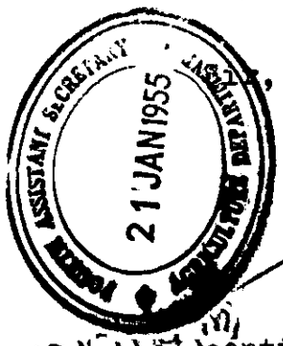

Sub: Establishment - Fisheries - Office of the Asst. Director of Fisheries, Mangalore - Employment of additional staff - continuance - Sanction for.
Ref: G.O.No.3274 Agriculture dated 5-11-54.

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In the Government Order cited Government sanctioned the continuance of the post of one upper division clerk on Rs.80-110 in the Office of the Assistant Director of Fisheries, Mangalore upto 28-2-55 and also sanctioned the appointment of an attender for a period upto 28-2-55 in that office. The attender was appointed with effect from 1-12-54. The sanction for the upper division clerk and attender expires on 28-2-55.

Including the above, the total number of staff working in the Office of the Assistant Director of Fisheries, Mangalore is as follows:-

Upper Division Clerks	3.
Lower Division Clerks	4
Typist.	1
Attender.	1
	9

The distribution of work among them and the total number of currents received by each from December,1953 to November,1954 are as follows:-

1 Upper Division Clerk (Head Clerk).

He is in charge of the general supervision of the work in the office. He opens the tapals in the absence of the Assistant Director from headquarters distributes them to the clerks, scrutinises their drafts, maintains the Fair Copy Register, keeps the office cash, maintains the cash chitta and the permanent advance register, attends to the preparation of budget etc. He also deals with papers relating to accounts and scrutinises T.A.Bills. The number of currents attended to by him was 1015 during the period besides 600 unnumbered papers. The average per day works out to about 5 currents.

1 Upper Division Clerk. This clerk attends to correspondence relating to establishment of 337 members annual inspection of subordinate officers, G.P.F. pension gratuity and posting of Service Registers. The number of currents received by him was 3020 numbered and 1800 unnumbered. The average per day works out to about 16 currents.

1 Upper Division Clerk. The continuance of this Upper Division Clerk is now asked for. The clerk was originally sanctioned for work relating to fixation of pay of all the teachers and for drawing the arrears of their pay. The Asst.Director of Fisheries, Mangalore states that this work is nearing completion and that the clerk is now attending to admission of staff to the Contributory cum provident fund. This work involves

A. the preparation of statements of gross pay drawn for a large number of staff from 1-4-50 onwards. Besides this, he is dealing with sanction of increments to the staff and the maintenance of Service Registers. The number of papers dealt with was 727 numbered and 60 unnumbered, working out to an average of about 3 papers per day. The volume of his work cannot, however, be judged by the number of currents received by him.

1 Lower Division Clerk. This Lower Division Clerk deals with all papers relating to schools and fish curing yards Socio Economics, review of inspection reports of fish curing yards and schools. There are 25 fish curing yards of which 6 are in charge of Sub-Inspectors and the remaining in charge of Petty Yard Officers. There are 32 fisheries schools of which two are High Schools, six are Higher Elementary Schools and the remaining twenty four Lower elementary schools. The number of currents received by him was 3858 numbered and 1560 unnumbered. The average per day works out to about 18.

1 Lower Division Clerk. He deals with Inland Fisheries, Deep Sea Fishing, Intensive seed collection and distribution, quick transport, craft and tackle etc. The number of currents received by him was 2015 numbered and 1560 unnumbered, averaging to about 12 currents per day. The inland fisheries unit of this district consists of 9 demonstration tanks and twentysix provincialised tanks. There are three collection centres. Fingerlings of quick growing varieties are also brought from Tanjore division and stocked in the Departmental and other waters in the district.

1 Lower Division Clerk. This Lower Division Clerk deals with papers relating to Fishermen Cooperative Societies, Shark Liver Oil extraction, stores and stationery and miscellaneous papers. There are fiftyone fishermen cooperative societies in this district. The number of currents received by this clerk was 2757 numbered and 1080 unnumbered working out to an average of about 13 currents per day.

1 Lower Division Clerk. This clerk is preparing the Pay Bills of the whole staff under the various heads and is maintaining Accounts registers. He prepares contingent bills advance bills etc. The number of currents received by him was 42 numbered and 2640 unnumbered. This works out to an average of 9 currents per day. He prepared also 2467 bills or an average of about 8 bills per day during the year.

Attender. He has been allotted despatch work and records.

B. It may be kindly seen from the above that there is heavy work in the office. The continuance of the Upper Division Clerk and the Attender in the office of the Assistant Director of Fisheries, Mangalore is, therefore, quite necessary. I request that sanction may be kindly accorded for the continuance of the two posts for a further period of one year from 1-3-1955.

D Samuel 2-0-55

For Director of Industries & Commerce.

ak-20-1.

Issue pl
12
11/2/55

Agri (C II)

Sub: Estt - Fisheries - Office of the A.D.F, Mangalore - Posts of one Upper Division clerk and one Attender - Further continuance - Sanction

Pl 7 cys Read G.O. Ms. 3274 Agri 5.11.'54

Mp 1-2 cf From the D.I.& C 113482/C3/54 dt 15.1.'55

G.O. Ms 377 Agri dt 11-2-'55

In the circumstances stated by the D.I.& C. in his letter cited, sanction is accorded to the ~~further~~ continuance of the following staff in the office of the A.D.F, Mangalore for a further period of one year from 1.3.'55:

(1) One Upper Division clerk on Rs 80-110/- p.m

Bunch cf (2) One Attender on Rs 25/- p.m.

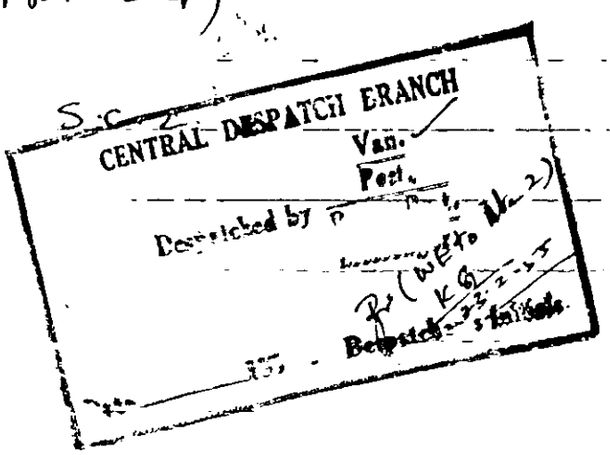
To M 24-1-55 Ap 31.1.55

The D.I.& C

The A.G. thro' fin

(with a copy of Mp 1-2 cf)

S.C.



Agri (Edn)

Sub: Fisheries – Estt – Office of the A.D.F., Mangalore – Temporary staff – Further continuance – Proposals

pp1-2 of Ref: From the D.F.& C 13482/C3/54 dt 19.1.'54

The letter from the D.F.& C on pp1-2 of may be perused.

2. In July 1954, the D.F.& C pp1-7 of of (M) proposes that in the office of the A.D.F., (G.O Ms 3274 Agm 5.11.54) Mangalore, (1) the post of the Head clerk pp1-3 of of (M) might be converted into that of Junior Superintendent, (2) the temporary post of one UDC originally sanctioned for the special work connected with the revision of A comp 7 of scale of pay of Fishery school teachers might be continued for a further period of one year so as to complete the special work and also to give relief to other Upper Division and Lower Division clerks, and (3) that a post of Attender on M dt Rs 25/- for the maintenance of records etc might be sanctioned upto 28.2.'55

3. The proposal of the D.F.& C pp1 of of (M) for the continuance of the temporary post of UDC for one year and the employment of one Attender upto 28.2.55 was sanctioned while his proposal for the conversion of the post of Head clerk into that of Junior Supt was not accepted. The sanction for the two posts expires on 28.2.'55. For the reasons stated in his letter on pp1-2 of,

the D. I. & C has now requested sanction for the continuance of the temporary post of one Nurse and that of Attender for a further period of one year from 1-3-1955. For orders. Subject to orders a draft order is put up below for approval.

4. Fin may see for acceptance.

29.1.55

31.1.55

D.S. / ~~D-S~~ / Fin

Agri memo 525/CII/55-1
7/2/55

6/2/55

Finance (ET)

The draft order may be accepted.

7.2.55

8/2/55

Agri

DEPUTY SECRETARY TO GOVERNMENT
ET
7-FEB 1955
FINANCE DEPARTMENT

Fin. U.O. 8949/E II-1

9-55

FOURTH ASSISTANT SECRETARY
10 FEB 1955
10670
AGRICULTURE DEPARTMENT

20/2

Agri CII

Finance Note always.
Draft order below may now issue

10/2/55

(Draft order)

Issued as GO Ms 377 Agri dt 11-2-55